

Report For Week Ending 17 June 1958  
From  
Records Center

During the week the following accessions were made:

DD/P	106 Cu. Ft.
COMPT	12 " "
PERS	1 " "
OCR	6 " "
Sub-Total:	<u>125 Cu. Ft.</u>
Finished Intelligence	102 " "
Total:	<u>227 Cu. Ft.</u>

Map Negatives	1,179 Cu. Ft.
Records Holdings	24,119 " "
Distribution Material Holdings	10,949 " "
Total:	<u>36,247 Cu. Ft.</u>

Distribution Material Disposed of at Center	23 Cu. Ft.
Distribution Material Transferred from Center	2 " "
Records Disposed of at Center	85 " "
Records Transferred from Center	4 " "
Total:	<u>114 Cu. Ft.</u>

Accessioning:  
Tangible

1. Received 146 cubic feet of material for the grilled areas.
2. Relocated 160 cubic feet of records and 60 cubic feet of intelligence material to make space available for new accessions.
3. Processed 132 new or revised reports for supplemental distribution.
4. Received 158 revised map negatives, stored for VM, to be interfiled.

Reference  
Tangible

1. Reboxed 49 cubic feet of finance reports.

Disposal  
Tangible

25X1A13a 1. [REDACTED] 35 cubic feet of material and an additional 23 cubic feet was placed in the disposal area which now contains 580 cubic feet.

25X1A9a

The following figures indicate the space utilization by operating component within the Center:

<u>Operating Component</u>	<u>Available</u>	<u>Utilized</u>	<u>Total</u>
Supplemental Distribution	86	10,864	* 10,950
DD/P	3,293	5,437	8,730
DD/S	138	8,202	8,340
DD/S (Compt.Grilled Area)	48	432	480
DD/I	99	7,401	7,500
DD/I (Grilled Area)	491	3,289	3,780
DCI	23	37	60
Map Negatives	<u>370</u>	<u>1,220</u>	<u>1,590</u>
TOTAL:	4,548	36,882	** 41,430

\* 960 cubic feet of this area were removed to make room for the general storage and processing area.

\*\* This total includes 1,170 cubic feet of emergency shelving that has been erected in the Center.